

7 December 1950

MEMORANDUM FOR: EXECUTIVE, CIA

25X1C14a

SUBJECT: Request for Authority to Establish an Executive Training Pool

1. It has become increasingly apparent that a special program must of necessity be inaugurated for the purpose of more expeditiously recruiting and training Senior Staff Officers in a manner similar to that used for Junior Staff Trainees in the Overseas Training Pool. Although the new employee accession rate is steadily increasing, means must be found to further accelerate it. The essence of the problem is reflected by:

OSO Vacancies by Grade - 31 October 1950

GS-11 and above	204
GS-9 and below	<u>255</u>
Total	459

2. In the past, excepting the Overseas Training Pool, recruitment has been against specific unencumbered slots within the various Staffs and Divisions. Selection has been based on educational and experience factors directly related to the requirements for individual positions. The only candidates actively sought have been those who could, with a minimum of training, immediately assume the responsibilities of such positions. As a result of this practice it is believed that many candidates who were not especially qualified for a specific job but who could qualify after a period of training, including language if necessary, have been passed over by the Staffs and Divisions.

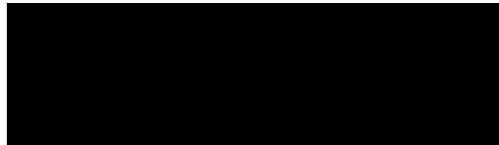
3. Therefore, authority is requested to establish an Executive Training Pool of 100 slots in the following grades for recruitment and training purposes:

GS-14	15
GS-13	25
GS-12	30
GS-11	<u>30</u>
Total	100

It is understood that when the unencumbered positions, referred to in paragraph one, have been decreased by normal recruitment practices (which will also be continued) to 100, no further recruitment will be undertaken against this pool without further authorization. It is proposed that candidates for the above positions will be selected by an OSO Selection Committee working with the Placement Section of the Employees Division. In the selection of candidates care will be exercised to insure that they meet established basic standards for employment in CIA. After a period of specialized training, these employees will be assigned to various unencumbered positions both at Headquarters and abroad.

4. This proposal has been discussed with the Budget and Management Officers and with the Employees Division and the Finance Division, who have indicated their general concurrence. Neither additional funds nor slots will be required. The proposed pool is simply a mechanism to provide more expeditious recruitment and training in the higher grades. Confidential funds will be used for this employment and no per diem or travel will be involved. It is understood that this will not jeopardize the subsequent movement of such employees, dependents and effects from their actual place of residence in the United States to their duty post abroad.

25X1A9a



Assistant Director
Special Operations

cc: Budget Officer (1)
Mgmt Officer (1)
Finance Div (1)
Employees Div (1)

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO		INITIALS	DATE
1	<i>Exec/CSA</i>	<i>WS</i>	<i>11 Dec</i>
2	<i>Personnel Director</i>		
3			
4			
5			
FROM		INITIALS	DATE
1	<i>Adas</i>	<i>WS</i>	<i>8 Dec</i>
2			
3			

<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input checked="" type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> FILE

REMARKS: (2) Please coordinate with
Comptroller & Advisor for Management
and return by 15 Dec
WS

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